

**BOARD MEETING MINUTES**  
**THE HOUSING FINANCE AUTHORITY OF MARION COUNTY**  
**REGULAR MEETING OF JULY 19<sup>th</sup>, 2023**

- I. Call to Order of the Regular Meeting  
The regular meeting of the Housing Finance Authority of Marion County, Florida was called to order at 12:01 PM on July 19<sup>th</sup>, 2023, in Conference Room "A" of the McPherson Complex.
- II. Board Members and Guests Present  
PH Culver Chairman, Jon Kurtz Secretary, and Manny Alonso. Also, present was Keith Fair Executive Director of HFA, Donnie Mitchell Grant Manager, and Aracelis Rivera Property Manager. Special guest Karen Hatch South State Bank, Helen Urie and Deborah Lambcke, Community Services. Tim Dean of the Dean Law Firm, LLC as legal counsel for the Housing Finance Authority (HFA) joined the meeting by phone. A quorum was recognized to start the meeting.
- III. Proof of Publications  
The meeting was called to order by P.H. Culver and the proof of notice of publication dated 12-14-2022 and published 12-14-2022.
- IV. Review of Minutes for June 17<sup>th</sup>, 2023, meeting  
Jon Kurtz made a motion to approve the June minutes(based on several corrections to be made) the and the motion was seconded by Manny Alonso and passed unanimously.
- V. HFA Financial Update  
H2 Advisors prepared the monthly financials showing the latest P&L, Checking Account Report plus the Cash Flow Statement and Balance Sheet. The spreadsheets showing revenues vs. expenses were emailed in advance to the meeting. The June financial report showed a higher amount of maintenance expenses for the month. The Executive Director presented the financial report to the Board and answered questions. No motion to approval the financials for June and will be voted on in the August Board meeting.

- VI. Activity Report  
Keith shared the HFA staff activities and meetings that were conducted from the middle of June – middle of July. There were several questions about some of our meetings but overall, the Board was good with the Activity Report.
- VII. Activity Bonds  
Keith and Donnie will continue to gather information and understand the guidelines for securing Private Activity Bonds. Donnie and Keith attended a meeting with the HFA of Alachua County to learn more about how they have secured their Bond funding. Donnie also attending the annual HFA Conference in Sarasota in July and had several one-on-one meetings with other counties who have secured Bonds for developments. Donnie and Keith will be attending the Florida Housing Conference in Orlando and will be scheduling one-on-one meetings to discuss Bond financing.
- VIII. CRA Opportunity  
Albright and Associates have been retained to do an appraisal of the property. The appraisal results should be available by the end of August.
- IX. Unfinished Business  
There were final discussions on the 5-Year Business Plan draft document. There was a motion by Manny Alonso to approve the 5-Year Plan and the motion was second by Jon Kurtz and passed unanimously. The final version will be printed and distributed.
- X. Open Discussion  
There was discussion on the next steps to create the non-profit CLT. The contract with Florida Housing Coalition has been executed and the work will begin in August. The CLT process will take between 3-4 months.
- XI. Next Meeting: Wednesday August 16<sup>th</sup>, 2023
- XII. Adjourn  
Jon Kurtz made a motion to adjourn the meeting and the motion was seconded by Manny Alonso and passed unanimously. There being no further business to come before the meeting, it was then adjourned.

Housing Finance Authority of Marion County

By:   
Jon Kurtz Secretary

Date 8/20/27